

## SUGGESTIONS TO APPLICANTS FOR PERMITS TO IMPORT PLANT MATERIAL FOR PLANTING

A. **Procure your permits** well in advance of anticipated shipments to avoid loss of material, delay in clearance, and unnecessary expenses. You should not place orders until you have received your permits and reviewed the instructions and permit conditions. At present, there is no charge for a permit or mailing labels.

B. **Complete every block of your application.** We may have to return your application if it does not contain sufficient information.

C. **Include your home or business street address.** APHIS issues permits only to persons or firms who reside in the United States, its territories, and possessions. You may add a P.O. Box in addition to the street address. Plant materials imported by mail are directed from the inspection station to your home or business street address, not to the P.O. Box (unless no other address is available).

D. **Clearly identify the material to be imported:** Certain plants are either restricted or prohibited entry. To determine the enterability of the material you wish to import, we must know the scientific (Latin) name(s). If you do not know the scientific name, use the common English name. Foreign language (colloquial and provincial) names are not acceptable. Applications may be returned for additional information if the scientific names are not given.

-- For bromeliads, orchids, ferns, and succulents (which include cacti), you may enter the category in lieu of listing all of the scientific names.

-- Seeds require the botanical or English common name. Only pulp-free seeds are admissible for planting.

E. **Make sure your plant material is soil-free.** If soil is found during an inspection, the plants will be refused entry.

F. **List all countries of origin:** You must list all plants and seeds separately by countries of origin.

-- **Most Canadian plants and seeds** are admissible without a written permit. However, because pests occur in limited areas of Canada, an application should be submitted giving city and province so that we may determine the entry status of the plant material.

-- Mexican States should be listed when known. This information will help expedite your permit request.

F. **Consider the intended means of importation**: The application requires you to state whether importation is to be made by surface parcel post, air parcel post, air mail, express, air express, freight, air freight, or as personal baggage. The word "***air***" alone is not sufficient (only [***air***] parcel post and [***air***] mail are classified as mail).

-- Mail Importations: The green and yellow mailing label must be sent to the foreign shipper for each parcel of plant material. The reverse side of each label provides pertinent information which the permittee must convey to the shipper. Translations of these instructions are available in French, German, and Spanish from our office. Further information regarding mail shipments will be included with your permit.

-- Passenger baggage: Only small quantities (up to 12) of soil-free plant material not subject to special restrictions or prohibitions may be imported as passenger baggage at international arrival ports provided an inspector from our Service is on duty and has time to inspect the material. **TRAVEL TO BAHAMAS AND BERMUDA**: Plant propagating material ***cannot*** be brought back by passenger baggage. Arrangements should be made to mail plant propagating material or to send it by cargo or freight at your expense.

-- Importations other than the above: A customs broker is required at your expense to arrange for freight, cargo, or unaccompanied baggage shipments.

Be aware that importations other than by mail must enter through a port that has a plant inspection station:

- Mexican Border: Brownsville, Texas; Nogales, Arizona; and San Diego (San Ysidro), California.
- Atlantic Coast: Miami and Orlando, Florida; New York (including JFK International Airport and Linden, New Jersey,); San Juan, Puerto Rico.
- Gulf Ports: Brownsville and Houston, Texas; Miami, Florida; and New Orleans; Louisiana.
- Pacific Ports: Honolulu, Hawaii; Los Angeles (Inglewood), San Diego (San Ysidro), San Francisco, California; Seattle, Washington; and Tamuning, Guam.